

NAME:

INDEX NUMBER:

SCHOOL:

CANDIDATES SIGNATURE:

DATE:

451/2
COMPUTER STUDIES
PRACTICAL
PAPER 2
JULY/AUGUST 2009
2½Hours

NYAMIRA DISTRICT JOINT SECONDARY SCHOOLS
EVALUATION TEST – 2009
Kenya Certificate of Secondary Education (K.C.S.E)

451/2
COMPUTER STUDIES
(PRACTICAL)
Paper 2
Time: 2½ Hours

INSTRUCTIONS TO CANDIDATES

- Write your Name and Index Number in the spaces provided.
- This paper consists of **TWO** sections: **1** and **2**
- Answer **ALL** questions.
- Save your work in the diskettes provided
- Write your names on the diskettes
- No passwords should be used while saving your work in the diskettes
- All questions carry equal marks.

For Examiners use only.

Question	Candidates Score
1	
2	
TOTAL	

This paper consists of 3Printed pages.

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Candidates should check the question paper to ensure that all the Papers are printed as indicated and no questions are missing.

1. You are employed by Nyamira South district as an economic planner, you are required to use a spreadsheet package to analyse the data below:

ANNUAL INCOME AND EXPENSES PROJECTION	
INCOME	
Sales	Starts at Shs.12,000,000 and grows by 9%
EXPENSES	
Drugs	14% of sales
Roads Maintenance	8% of sales
Machinery	2.5% of sales + Shs.12,000
Water	Starts at Shs.122,000 then grows by 4%
Salaries	Starts at Shs.1,000,000 and grows by 12%
Commissions	2% of sales
Loan repayment	Shs. 180,000 per annum
Tourism promotion	2.6% of sales
Depreciation	Fixed at Shs.22,000 per annum
Miscellaneous	Starts at 10 and grows at a fixed amount of 9
Total Expenses	
Profit	

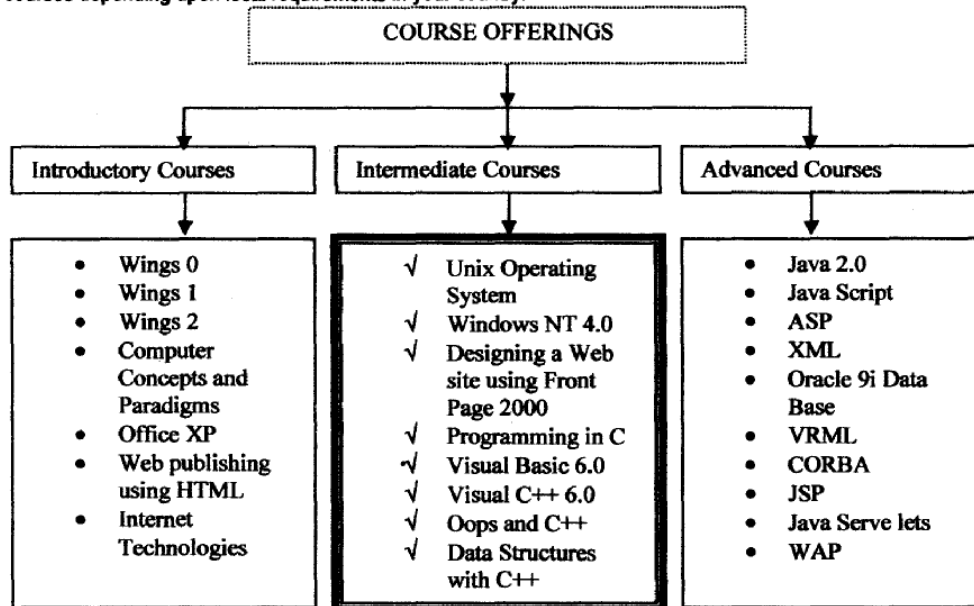
- i) Use the information provided in the table above to produce a financial projection model for the district for the next six years. Save as Worksheet 1. (33mks)
- ii) Find the average expenses, sales and profit for six year period. Label the cells appropriately. (3mks)
- iii) Format all the projected figures into Kenya shillings (KSHS or KES), a comma style and to two decimal places. Save as Worksheet 2. (3mks)
- iv) Make a line graph of sales, total expenses and profit for the six year period. Choose an appropriate title. Save as Graph. (8mks)
- v) Print worksheet1, Worksheet2 and Graph. (3mks)

2. a. Type the following document using a wordprocessing application software (32 Mks)

16. Course Offerings

16.1 Off-The-Shelf Contents For Classroom Training

The following is the partial list of courses, which could be made available by Tata Infotech. However, Tata infotech shall propose & finalize course offerings depending upon the actual requirements. Tata Infotech would also provide upgrades and new courses to keep pace with the latest industry trends. In addition, Tata Infotech may design, develop and offer specific customized courses depending upon local requirements in your country.



The outline of IT and Business Skill Titles is given below.

Information Technology				
Software Development	OS & Server Tech.	Internet & Network Tech.	Enterprise Data systems	Web Design
Software Development Principles	OS & Server Fundamentals	Cisco	Database Principles	Design Site Design Principles & Tools
Software Development Tools	Microsoft Windows	Internetworking	Oracle Systems	Database Macromedia Design Tools
Generic Languages	Unix & Mainframes			
Certifications				
MCAD	MCSA	CCNA/P	OCA	Macromedia
CLS	A+	CCIE		
CLP	Server+	INET+		
JCert	Linux+	Network+		
	LPI	CIW		
	CSA	SANS GIAC		

- b. Save the file as **A:\Courses.doc** (2 Mks)
- c. Give the entire document "Arial" font, size 10. (2 Mks)
- d. Adjust your page so that the entire document fits on one page (3 Mks)
- e. Group all the objects in the diagram to make it one (4 Mks)
- f. Remove the row containing "LPI" and "CIW" and add a row above that of "CLS", "A+"... (2 Mks)
- g. Sort the table data as follows: (2 Mks)
 - i.) Section below Information technology ascending
 - ii.) Section below Certifications descending
- h. Print a copy of the document (3 Mks)